

Process for Sponsor Name Changes

Organization change requests (e.g., sponsor name change, program name change, program sponsorship change) must now be initiated and submitted via the ACGME Accreditation Data System (ADS). In the case of a program sponsorship change, the change request must be initiated by the transferring sponsor, not the receiving sponsor.

ACGME naming conventions dictate that all programs within a given Sponsoring Institution include the Sponsoring Institution's name. The name of the specialty does not appear in the name unless the official name of the Sponsoring Institution includes the name of the specialty. On occasion, the name of a medical school, other affiliated institution, participating site, or city/town may be included in the name of the program. Use of another organization's name requires the formal approval of the entity that has a legal right to determine use of the name.

Initiating Organization Change Requests

The Organization Change Requests page is available to Sponsoring Institutions via the **Name and Sponsor Changes** link under **Requests** on the sponsor's **Overview** and **Institution** tabs:

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					Important Dates
800) - Chicago, IL					A Annual Update State Not Scheduled
Institution Leadership				+ Add Pers	Onnel CLER Site Visit: Not Scheduled
Role	Name	© Email	0		Additional Requirement
DIO					Institutional Review Que
CEO/Director/President					Learning and Working Environment
Institutional Coordinator					Major Changes
Institutional Coordinator					Citations
Non-Standard Training Program Liaison					
Accreditation Status: Continued Accreditation	n				Notification Letters
Effective Date: January 03, 2023 Non-Standard Training Recognition Status:	1.551.0				View Notification Letters
Effective Date: July 01, 2022	initial Recognition				Recognition
Last Site Visit Date:					Non-Standard Training
Date of Next Site Visit (Approximate): No I Self-Study Due Date (Scheduled):	nformation Currently Pres	ent			in the second se
10-Year Site Visit (Approximate): Last CLER Site Visit Date:					Requests
Next CLER Site Visit Date: No Information Co	urrently Present				Name and Sponsor Change
HIPAA Business Associate Agreement On Re	south Voc				Voluntary Withdrawal
Learning and Working Environment for Res					

From this page, sponsors can initiate change requests and view in-progress requests:

		Participating Sites		NST Recognition			Uploads	Reports	Help Ce		~ ~	Logo
< Go Back												
Organizati	ion Change I	Requests									New R	equest
										Filter Re	sults	
Request Type	e		Request Status		0	Requested						0
	inge		Submit To New DIO			6/13/2023 12:0	08:53 PM					

To initiate a change request, select **New Request**, and then select the desired **change request type**:

Δ	Overview	Institution	Participating Sites	Sponsored Programs 🗸	NST Recognition	Institutional Review	CLER	Uploads	Reports	Help Center 🗸	≗ ∽	Logout
ACGME												
	≮Go Back											
	Organiz	ation Change	Requests								New R	equest
		Request Type		Re	equest Status			Re	quested			
					No n	ecords found.						
	∕∖ © 2023	Accreditation Co	ouncil for Graduate Medica	l Education (ACGME)							Soft	vare Updates

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	Select Organization Requ	est Type		\times	
1EI	Organization Change Requ Type:	lest			
	Sponsor Name Change 🗸				
	Sponsor Name Change	6			
	Program Name Change				
	Sponsor Change		Cancel	Continue	

Sponsor Name Change

After selecting Sponsor Name Change:

- 1. Enter the Sponsoring Institution's new name
- 2. Select View/Refresh Programs

Sponsor Name Change		× Cancel
Hospital	Enter New Name	
View/Refresh Programs		
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The page will display a list of the Sponsoring Institution's accredited programs. Review the name change for each program and make edits as needed:

- 1. Edit any program names that require some deviation from the sponsor name (e.g., the program name contains a site name to distinguish it from another program in the same specialty).
- 2. Either **Save** the request for submission in the future, or **Save and Submit to ACGME** for final approval and processing.

The submitted request will be reviewed by ACGME staff to ensure that changes conform to policy and standard operating procedures. The request will be effective immediately once approved by ACGME staff.

					2	
Sponsor Name Change					× Cancel Save	
Hospital View/Refresh Programs		Enter New Name				Save and Submit to ACGME
Code	Specialty		Name			
	Emergency media	ine	Current: Swedish Hospital Program New:	1		
	Family medicine		Test Hospital Program Current:			
			Swedish Hospital Program New: Test Hospital Program			